



COUNTY OF LOS ANGELES OFFICE OF PUBLIC SAFETY

DEPARTMENT OF HUMAN RESOURCES
375 KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012
(213) 974-1302 FAX (213) 620-7141

MICHAEL J. HENRY
DIRECTOR OF PERSONNEL

BAYAN LEWIS
CHIEF, OFFICE OF PUBLIC SAFETY

September 19, 2002

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

EXTEND AGREEMENTS FOR CONTRACT SECURITY SERVICES ALL DISTRICTS (3 VOTES)

JOINT RECOMMENDATION WITH THE DEPARTMENT OF HEALTH SERVICES THAT YOUR BOARD:

1. Extend on a month-to-month basis, until completion of current RFP process and award of new contracts for Agreement Nos. 70695 and 71553 with Inter-Con Security Systems for contract security services at various County facilities and Olive View Medical Center, as outlined in Attachments I and II. Said contracts are due to expire on December 30, 2002.
2. Extend on a month-to-month basis, until completion of current RFP process and award of new contracts for Agreement Nos. 70857 and 70858 with Burns International Security for contract security services at various County facilities, as outlined in Attachments III and IV. Said contracts are due to expire on December 30, 2002.
3. Authorize the Director of Personnel to extend the existing contracts until completion. It is anticipated that the RFP's for Agreement Nos. 70858 and 71553 will be released on or about October 25, 2002. The RFP's for the remaining Agreement Nos. 70695 and 70857 has an anticipated release date on or about March 31, 2003.

Administrative Services Bureau
13001 Dahlia Street
Downey, Ca 90242-4100
Phone (562) 940-8358
Fax (562) 401-2820

Facilities Services Bureau
B-75 Hall of Records
320 West Temple Street
Los Angeles, CA 90012-3220
Phone (213) 974-9603
Fax (213) 617-2143

Health Services Bureau
13001 Dahlia Street
Downey, CA 90242-4100
Phone (562) 940-8360
Fax (562) 803-0013

Parks Services Bureau
2101 N. Highland Avenue
Bungalow D
Los Angeles, CA 90068-3240
Phone (323) 845-0075
Fax (323) 882-8209

The aforementioned recommended action will be taken with the concurrence of Inter-Con Security Systems, Burns International Security, the Department of Health Services and the Department of Human Resources-Office of Public Safety.

4. Approve the continued monthly cost of \$297,475 which is included in the Fiscal Year 2002-03 Adopted Budget.

PURPOSE OF RECOMMENDED ACTION

The extension of the four (4) existing contracts for security services at various County facilities and Olive View Medical Center will give the Office of Public Safety the additional time required to adequately conduct and complete the RFP solicitation process and implement the new contracts.

The additional time is necessary due to the new requirements of the County's *Contract Labor/Payroll Violations Assessment Team* that was established by the Chief Administrative Office (CAO) on April 10, 2001. The team's assessment of the labor violations for the larger security companies has taken up to three (3) weeks to adequately investigate.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The proposed recommendations support the County's Strategic Plan in the areas of *Fiscal Integrity* and *Organizational Effectiveness* and enables the Office of Public Safety to continue to conduct an effective and fair solicitation process on behalf of the County of Los Angeles.

JUSTIFICATION

As indicated above, the CAO established a *Contract Labor/Payroll Violations Assessment Team*. The new requirements and procedures established by the assessment team creates logistical issues for this department related to the fact that we have four security contracts that all expire on December 30, 2002. The assessment team, comprised of representatives from the Chief Administrative Office, Auditor-Controller, and the Department of Internal Services, must intensively review results of the Department's solicitation process that relate to labor code and payroll violations. They must also base their analysis on information provided by the State Labor Commission in order to determine whether to deduct points from the Proposer's evaluation score.

The new labor/payroll violation assessment process will add a considerable amount of time to our evaluation process due to the following:

1. The County must wait for specific and detailed information from the State Labor Commission on labor code violations for each proposal.
2. The assessment team needs sufficient time to intensively review and assess each violation before they can accurately determine points.
3. The unsuccessful bidders will be dealing with two entities instead of one in regard to protesting, reviewing their scores and filing appeals, namely, the evaluation committee selected by OPS and the County's assessment team.

Five (5) security contracts were given six-month extensions by your Board on April 16, 2002 and June 18, 2002. The solicitation process for Agreement No. 71336 has been completed since that time, and is scheduled to appear before your Board for recommendation of award to Burns International, Akal Security, and North American Security to provide security services at Martin Luther King, Jr.-Drew Medical Center, Harbor-UCLA Medical Center, et. al., and High Desert Hospital, et. al.

The Office of Public Safety has made every effort to comply with the County's Community Business Enterprise (CBE) Affirmative Action Programs. One such effort taken to facilitate the opportunity for minority and small businesses to participate in the County's contracting process is to take our larger security contracts and divide them into two (2) or three (3) smaller contracts, as we have done with the aforementioned Agreement No. 71336.

The remaining four (4) existing security contracts all expire on December 30, 2002, which creates a significant logistical challenge for our Department in the coordination of the RFP solicitation process and the implementation of the new contracts.

It is anticipated that the RFP's for expiring Agreement Nos. 71553 and 70858 will be released on or about October 25, 2002. The RFP's for the remaining expiring Agreement Nos. 70695 and 70857 have an anticipated release date on or about March 31, 2003.

Honorable Board of Supervisors
September 19, 2002
Page Four

Furthermore, this Department negotiated new hourly rates with Inter-Con Security Systems and Burns International Security for the aforementioned agreements, which were approved as to form by County Counsel and adopted by your Board on April 16, 2002 and June 18, 2002. These new hourly rates, as outlined in Attachments V through VIII, are comparable to the current market rates and our new Proposition "A" contracts. Said rates are also in compliance with the County's *Living Wage Ordinance (LWO)*; however, the LWO will not be implemented until after these contracts have been resolicited.

In addition, County facilities under Agreement No. 73686 with the now defunct Paige's Security Services, will be incorporated with the RFP for Agreement No. 70858, as well as thirteen (13) new DPSS facility not currently assigned to any Proposition A contract, and will possibly be divided into two (2) separate contracts. All of these facilities are currently assigned to our "as needed" contractors at a higher hourly rate.

FISCAL IMPACT/FINANCING

Funding is included in the Fiscal Year 2002-03 Adopted Proposed Budget; therefore, there will be no additional fiscal impact to the County resulting from the continued implementation of the new hourly rates, at a total monthly amount of \$297,475.

Your Board approved the current contractor's revised hourly rates on April 16, 2002, and June 18, 2002, and those rates will not change.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The month-to-month contract extensions shall become effective upon the current contracts expiration date of December 30, 2002 and shall remain in effect until each existing contract has been negotiated and implemented as new Proposition "A" contracts.

Furthermore, the current contracts provide for a *Termination for Convenience* clause whereby the Department may terminate upon twenty-four (24) hours written notice to the Contractor, without liability for any services performed after the date of such termination.

Honorable Board of Supervisors
September 19, 2002
Page Five

IMPACT ON CURRENT SERVICES

Approval of the recommended action will allow the contract security companies to continue their assignments at designated County sites and maintain public safety at our facilities without interruption. Further, the Office of Public Safety will be able to continue the solicitation process for the remaining contracts in a professional and fair manner while maintaining a safe environment for our client departments, County employees, and the public.

CONCLUSION

It is respectfully requested that the Executive Office, Board of Supervisors, return one (1) approved copy of this Board letter and its attachments to the Chief Administrative Officer, County Counsel, Director of Health Services, Auditor-Controller, Director of Personnel, Chief, Office of Public Safety, Affirmative Action Compliance Officer, Director of Internal Services, Director of Public Social Services, Director of Child Support Services, Director of Mental Health, Assessor, Registrar-Recorder/County Clerk, Director of Community & Senior Services, District Attorney, Director of Children & Family Services, and the County Librarian.

Respectfully submitted,

MICHAEL J. HENRY
Director of Personnel

THOMAS GARTHWAITE, M.D.
Director of Health Services

MJH:BL:PB:
MCB:mm:kc

Attachments (10)

c: Executive Officer, Board of Supervisors
Chief Administrative Officer
County Counsel
Chief, Office of Public Safety
Auditor-Controller
Affirmative Action Compliance Officer

LOCATION ADDRESSES

**FOR ARMED AND UNARMED CONTRACT SECURITY SERVICES
AT VARIOUS COUNTY FACILITIES**

There are various County of Los Angeles Departments that are responsible for the operation of the following County facilities. These facilities offer a wide range of county services for the public.



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| 1. Assessor – South El Monte | 1441 Santa Anita Avenue, South El Monte 91733 |
| 2. District Attorney – Family Support | 2934 E. Garvey Ave., Room 300, W. Covina 91791 |
| 3. District Attorney – Outreach | 2934 E. Garvey Ave., Room 300, W. Covina 91791 |
| 4. District Attorney – Family Support | 15531 Ventura Boulevard, Encino 91436 |
| 5. ISD-Downey Data Processing Center | 9150 East Imperial Highway, Downey 90242 |
| 6. Mental Health - Roybal Family MHC | 245 South Fetterly Avenue, Los Angeles 90022 |
| 7. Mental Health – Arcadia Health Center | 330 East Live Oak Avenue, Arcadia 91006 |
| 8. Mental Health – Crisis Center | 7621 Canoga Avenue, Canoga Park 91303 |
| 9. Mental Health – Hollywood Facility | 1224 North Vine Street, Los Angeles 90038 |
| 10. Mental Health – Santa Clarita | 25050 Peachland Avenue, Ste. 203, Newhall 91321 |
| 11. Mental Health – Rio Hondo CMHS | 17707 Studebaker Road, Cerritos 90701 |
| 12. Mental Health- San Fernando Valley | 15535 San Fernando Mission Rd. Mission Hills 91345 |
| 13. Mental Health - Palmdale | 1529 East Palmdale Boulevard, Palmdale 93550 |

LOCATION ADDRESSES

**FOR ARMED AND UNARMED CONTRACT SECURITY SERVICES
AT VARIOUS COUNTY FACILITIES**

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| 14. DPSS – El Monte District Office | 3401 Rio Hondo Boulevard, El Monte 91731 |
| 15. DPSS – Rancho Park District | 10961 Pico Boulevard, Los Angeles 90064 |
| 16. DPSS – West Valley Assistance | 9035 Canoga Avenue, Canoga Park 91304 |
| 17. DPSS – Southeast GAIN-Region VI | 5460 Bandini Boulevard, Bell 90201 |
| 18. DPSS – Santa Clarita – GAIN | 27233 Camp Plenty Road, Canyon Country 91351 |
| 19. DPSS – San Gabriel Cal Works | 3405 Rio Hondo Boulevard, El Monte 91731 |
| 20. DPSS – Southwest Family AP | 923 Redondo Boulevard, Inglewood 90302 |
| 21. DPSS – El Monte GAIN Program | 3220 Rosemead Boulevard, El Monte 91731 |
| 22. DPSS – El Monte GAIN Region III | 3629 Santa Anita Avenue, El Monte 91731 |
| 23. DPSS – Lancaster – GAIN Program | 349-B East Avenue K-6, Lancaster 93535 |

**LOCATION ADDRESS
FOR UNARMED CONTRACT SECURITY SERVICES
AT A COUNTY HEALTH FACILITY**

The County of Los Angeles' Department of Health Services (DHS) is responsible for the operation of Olive View-UCLA Medical Center. This county hospital and medical center offers a wide range of personal health services.



1. Olive View-UCLA Medical Center **14445 Olive View Drive, Sylmar 91342**

LOCATION ADDRESSES

**FOR ARMED AND UNARMED CONTRACT SECURITY SERVICES
AT VARIOUS COUNTY FACILITIES**

There are various County of Los Angeles Departments that are responsible for the operation of the following County facilities. These facilities offer a wide range of county services for the public.



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| 1. Children & Family Services-Parking Lot | 3160 West 6th Street, Los Angeles 90020 |
| 2. Child Support Services Headquarters
[Formerly District Attorney-Family Support] | 5770 S. Eastern Avenue, Commerce 90040 |
| 3. Child Support Services-District IV
[Formerly District Attorney-Family Support] | 621 Hawaii Street, El Segundo 90245 |
| 4. Child Support Services-Division VI
[Formerly District Attorney-Family Support] | 1020 E. Palmdale Boulevard, Palmdale 93550
[Second Floor] |
| 5. Child Support Services-Division V
[Formerly District Attorney-Family Support] | 20221 Hamilton Avenue, Torrance 90502 |
| 6. Comm, & Senior Citizens-Willowbrook | 12915 Jarvis Street, Los Angeles 90061 |
| 7. Mental Health – Edelman West Branch | 11080 W. Olympic Boulevard, L.A. 90084 |
| 8. Mental Health – Long Beach | 1975 Long Beach Blvd. Long Beach 90806 |
| 9. Mental Health – Northeast Family | 5321 Via Marisol Avenue, Los Angeles 90042 |
| 10. Mental Health – San Pedro | 769 West Third Street, San Pedro 90731 |
| 11. Public Social Services-Bell | 5460 Bandini Street, Bell Gardens 90203 |
| 12. Public Social Services-Belvedere | 5445 Whittier Boulevard, Los Angeles 90022 |
| 13. Public Social Services-Glendale | 4680 San Fernando Road, Glendale 91204 |

LOCATION ADDRESSES

**FOR ARMED AND UNARMED CONTRACT SECURITY SERVICES
AT VARIOUS COUNTY FACILITIES**

There are various County of Los Angeles Departments that are responsible for the operation of the following County facilities. These facilities offer a wide range of County services for the public.



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| 14. Public Social Services-GAIN (LAX) | 5200 East Century Boulevard, L.A. 90045 |
| 15. Public Social Services-GAIN-Palmdale | 1050 E. Palmdale Blvd. #204, Palmdale 93550 |
| 16. Public Social Services-GAIN | 8636 Sepulveda Boulevard, L.A. 90054 |
| 17. Public Social Services-GAIN | 2959 Victoria St. Rancho Dominguez 90747 |
| 18. Public Social Services-GAIN | 2961 Victoria Street, Rancho Dominguez 90747 |
| 19. Public Social Services-Glendale | 225 East Broadway, Glendale 91731 |
| 20. Public Social Services-GRE Program | 2701 Firestone Boulevard, South Gate 90280 |
| 21. Public Social Services-Data Center | 14714 Carmenita Road, Norwalk 90650 |
| 22. Public Social Services-Region II | 17600 Santa Fe Ave. Rancho Dominguez 90221 |
| 23. Public Social Services-Area IV | 17600 Santa Fe Ave. Rancho Dominguez 90221 |

LOCATION ADDRESSES

**FOR ARMED AND UNARMED CONTRACT SECURITY SERVICES
AT VARIOUS COUNTY FACILITIES**

There are various County of Los Angeles Departments that are responsible for the operation of the following County facilities. These facilities offer a wide range of county services for the public.



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| 24. Public Social Services-South Special | 17600 Santa Fe Ave. Rancho Dominguez 90221 |
| 25. Public Social Services-West L.A. | 11390 W. Olympic Boulevard, West L.A. 90064 |
| 26. Public Social Services-GAIN | 12727 Norwalk Boulevard, Norwalk 90650 |
| 27. Public Social Services-San Fernando | 12847 Arroyo Street, Sylmar 91342 |
| 28. Public Social Services-Southwest | 1326 W. Imperial Hwy. , Los Angeles 90044 |
| 29. Public Social Services-SW Trailers | 1326 W. Imperial Hwy. , Los Angeles 90044 |
| 30. Public Social Services-Metro North | 2601 Wilshire Boulevard, Los Angeles 90057 |
| 31. Public Social Services-Belvedere | 5445 E. Whittier Boulevard, Los Angeles 90022 |
| 32. Registrar-Recorder-County Clerk
[Centro Maravilla Services] | 4716 Cesar Chavez Ave. Los Angeles 90022 |

LOCATION ADDRESSES

**FOR ARMED AND UNARMED CONTRACT SECURITY SERVICES
AT VARIOUS COUNTY FACILITIES**

There are various County of Los Angeles Departments that are responsible for the operation of the following County facilities. These facilities offer a wide range of county services for the public.



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|--|---|
| 1. Mental Health Center – Sector III
[Coastal Asian Pacific Child & Adolescent] | 14112 S. Kingsley Boulevard, Gardena 90247 |
| 2. Public Library – Compton | 240 W. Compton Boulevard, Compton 90220 |
| 3. Public Social Services-Cudahy | 8130 South Atlantic Avenue, Cudahy 90201 |
| 4. Public Social Services-Metro East | 2855 East Olympic Blvd. Los Angeles 90023 |
| 5. Public Social Services – COE | 11025 Lambert Ave. North El Monte 91731 |
| 6. Registrar Recorder-County Clerk
[Florence/Firestone District Office] | 7807 S. Compton Ave. Los Angeles 90001 |
| 7. Registrar Recorder-County Clerk
[Administrative Headquarters Building] | 12400 Imperial Highway, Norwalk 90650 |

SECURITY OFFICER HOURLY RATES
PROPOSITION "A"
SECURITY SERVICES AGREEMENT



CONTRACT POSITIONS	CURRENT HOURLY RATE	REVISED HOURLY RATE
All-inclusive fixed rates per hour - County shall pay Contractor for unarmed and armed security guards performing regular security guard services during contract term:		
Post Commander (Supervisor Level 2)		
Standard Hourly Wage Rate	\$15.86	\$17.64
Overtime/Holiday Hourly Wage Rate	22.22	26.46
Security Guard – Armed		
Standard Hourly Wage Rate	\$ 12.52	\$15.02
Overtime/Holiday Hourly Wage Rate	17.55	20.56
Security Guard – Unarmed		
Standard Hourly Wage Rate	\$11.38	\$13.25
Overtime/Holiday Hourly Wage Rate	15.96	17.95
Minimum hourly wage rates - Contractor shall pay unarmed and armed security guards during contract term:		
Post Commander (Supervisor Level 2)		
Standard Hourly Wage Rate	\$ 11.65	\$13.50
Overtime/Holiday Hourly Wage Rate	17.47	20.25
Security Guard – Armed		
Standard Hourly Wage Rate	\$ 8.93	\$10.46
Overtime/Holiday Hourly Wage Rate	13.39	15.69
Security Guard – Unarmed		
Standard Hourly Wage Rate	\$ 7.96	\$ 9.46
Overtime/Holiday Hourly Wage Rate	11.94	14.19

**SECURITY OFFICER HOURLY RATES
PROPOSITION "A"
SECURITY SERVICES AGREEMENT**



CONTRACT POSITIONS	CURRENT HOURLY RATE	REVISED HOURLY RATE
All-inclusive fixed rates per hour - County shall pay Contractor for unarmed and armed security guards performing regular security guard services during contract term:		
Post Commander (Supervisor Level 2)		
Standard Hourly Wage Rate	\$16.10	\$17.64
Overtime/Holiday Hourly Wage Rate	23.31	26.46
Security Guard – Armed		
Standard Hourly Wage Rate	\$ 12.68	\$15.02
Overtime/Holiday Hourly Wage Rate	18.46	20.56
Security Guard – Unarmed		
Standard Hourly Wage Rate	\$11.43	\$13.25
Overtime/Holiday Hourly Wage Rate	16.63	17.95
Minimum hourly wage rates - Contractor shall pay unarmed and armed security guards during contract term:		
Post Commander (Supervisor Level 2)		
Standard Hourly Wage Rate	\$ 12.17	\$13.50
Overtime/Holiday Hourly Wage Rate	18.25	20.25
Security Guard – Armed		
Standard Hourly Wage Rate	\$ 9.32	\$10.46
Overtime/Holiday Hourly Wage Rate	13.98	15.69
Security Guard – Unarmed		
Standard Hourly Wage Rate	\$ 8.32	\$ 9.46
Overtime/Holiday Hourly Wage Rate	12.48	14.19

**SECURITY OFFICER HOURLY RATES
PROPOSITION "A"
SECURITY SERVICES AGREEMENT**



CONTRACT POSITIONS	CURRENT HOURLY RATE	REVISED HOURLY RATE
All-inclusive fixed rates per hour - County shall pay Contractor for unarmed and armed security guards performing regular security guard services during contract term:		
Post Commander (Supervisor Level 2)		
Standard Hourly Wage Rate	\$16.10	\$17.64
Overtime/Holiday Hourly Wage Rate	23.31	26.46
Security Guard – Armed		
Standard Hourly Wage Rate	\$ 12.68	\$15.02
Overtime/Holiday Hourly Wage Rate	18.46	20.56
Security Guard – Unarmed		
Standard Hourly Wage Rate	\$11.43	\$13.25
Overtime/Holiday Hourly Wage Rate	16.63	17.95
Minimum hourly wage rates - Contractor shall pay unarmed and armed security guards during contract term:		
Post Commander (Supervisor Level 2)		
Standard Hourly Wage Rate	\$ 12.17	\$13.50
Overtime/Holiday Hourly Wage Rate	18.25	20.25
Security Guard – Armed		
Standard Hourly Wage Rate	\$ 9.32	\$10.46
Overtime/Holiday Hourly Wage Rate	13.98	15.69
Security Guard – Unarmed		
Standard Hourly Wage Rate	\$ 8.32	\$ 9.46
Overtime/Holiday Hourly Wage Rate	12.48	14.19

SECURITY OFFICER HOURLY RATES
PROPOSITION "A"
SECURITY SERVICES AGREEMENT



<u>CONTRACT POSITIONS</u>	<u>CURRENT HOURLY RATE</u>	<u>REVISED HOURLY RATE</u>
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All-Inclusive Fixed Rates Per Hour County shall pay Contractor for unarmed and armed Security Guards performing regular Security Guard Services during Contract Term:

<u>Post Commander–Project Manager</u> (Supervisor Level 3)		
Standard Hourly Wage Rate	NOT	\$17.64
Overtime/Holiday Hourly Wage Rate	APPLICABLE	26.46

<u>Watch Commander–Dispatcher</u> (Supervisor Level 2)		
Standard Hourly Wage Rate	NOT	\$18.08
Overtime/Holiday Hourly Wage Rate	APPLICABLE	27.00

<u>Relief Officer</u> (Supervisor Level 1)		
Standard Hourly Wage Rate	\$12.34	\$15.19
Overtime/Holiday Hourly Wage Rate	18.51	26.72

<u>Security Guard – Unarmed</u>		
Standard Hourly Wage Rate	\$11.00	\$13.25
Overtime/Holiday Hourly Wage Rate	16.49	17.95

<u>Security Guard – Armed</u>		
Standard Hourly Wage Rate	NOT	\$15.02
Overtime/Holiday Hourly Wage Rate	APPLICABLE	20.56

Minimum Hourly Wage Rates Contractor shall pay Unarmed and Armed Security Guards during Contract Term:

<u>Post Commander–Project Manager</u> (Supervisor Level 3)		
Standard Hourly Wage Rate	NOT	\$13.50
Overtime/Holiday Hourly Wage Rate	APPLICABLE	20.25

<u>Watch Commander–Dispatcher</u> (Supervisor Level 2)		
Standard Hourly Wage Rate	NOT	\$12.50
Overtime/Holiday Hourly Wage Rate	APPLICABLE	18.75

<u>Relief Officer</u> (Supervisor Level 1)		
Standard Hourly Wage Rate	\$ 9.32	\$10.50
Overtime/Holiday Hourly Wage Rate	13.98	15.76

<u>Security Guard – Unarmed</u>		
Standard Hourly Wage Rate	\$ 8.32	\$ 9.46
Overtime/Holiday Hourly Wage Rate	12.48	14.19

<u>Security Guard – Armed</u>		
Standard Hourly Wage Rate	NOT	\$10.40

SECURITY OFFICER HOURLY RATES
PROPOSITION "A"
SECURITY SERVICES AGREEMENT



Overtime/Holiday Hourly Wage Rate

APPLICABLE

15.60